



## WIRELESS E-911 SERVICES BOARD

May 12, 2004

10:00 a.m.

110 S. 7<sup>th</sup> Street  
3<sup>rd</sup> Floor Conference Room  
Richmond, Virginia 23219

Members Present:	Lemuel Stewart, Chairman Robert W. Woltz, Vice Chairman Tracy Hanger Captain John Furlough Chief Henry Stanley John Howell	Pat Shumate Sheriff Ron Oakes Gaylene Kanoyton David Von Moll Melvin Breeden
Members Absent:	Linda Cage	Chief Julian Taliaferro
Staff Present:	Steve Marzolf, Coordinator Dorothy Spears-Dean, Analyst	Jerry Simonoff Terry Mayo – Administrative Assistant

### **1. CALL TO ORDER**

Lemuel Stewart, Chairman, called the meeting of the Board to order at 10:15 a.m. Mr. Stewart welcomed everyone to the meeting.

### **2. APPROVAL OF MARCH MINUTES**

Mr. Stewart called for the approval of the March minutes. David Von Moll made a motion on the approval of the minutes, seconded by Robert Woltz that the Board minutes of March 10, 2004 are approved as presented; passed 11-0-0.

### **3. FINANCIAL/AUDIT REPORT**

Mr. Marzolf presented the overview of the financial report ending March 31, 2004. Mr. Marzolf informed the Board that total year to date we have spent 27 million dollars. The total revenue so far is about 24 million dollars (see attached report).

Mr. Marzolf reported to the Board that he has included in their packet the first page of the audit report from last year conducted by the Commonwealth (see attached report). Mr. Stewart complimented the staff on the report.

### **4. CMRS MONTHLY STATUS SUMMARY**

Mr. Marzolf gave the Board a summary of the CMRS normal report with a graphic map (see attached). Mr. Marzolf informed the Board that we are well over half the state in land-mass that is totally complete. The others have only one carrier to go, so we are getting real close in getting the

majority of the Commonwealth done with Phase I. Those with no requests are still working on wireline deployment and are not unexpected. Mr. Marzolf informed the Board that as far as Phase II in the Tidewater, Northern Virginia, Charlottesville, Richmond, Roanoke, and Danville area, etc. progress has been made (see attached report). Mr. Marzolf informed the Board that he is expecting repaid progress through the end of the fiscal year.

## **5. VoIP PILOT PROJECT**

Mr. Marzolf reminded the Board that he contacted each and everyone of them about this project. He wanted the public to know what had been discussed. Also he wanted to let the Board and public know where we are on this project today. Mr. Marzolf gave the Board a brief overview on VoIP. The Board expressed an interest in participating in the project.

## **6. PROJECT MANAGEMENT UPDATE/WRAP-UP**

Mr. Marzolf informed the Board that project management has been in existence for two fiscal years (2003 and 2004). This allowed individual PSAPS regions to get project management assistance with the initial deployment of wireless Phase II. Several regions are near completion (Northern Virginia, Central Virginia are complete with the exception of Powhatan in the Central Virginia region). Several others are getting close with a lot of the localities are complete. All of the current work orders with the project work orders end June 30, 2004. We are in a period of renewing the work orders. Mr. Marzolf informed the Board that he wanted them to know that his original intention was that all of them would end June 30, and they would not continue. However, as depicted on the status map earlier, there are some areas that still need assistance (Southwest, Southside and some other areas). Mr. Marzolf also informed the Board that Northern Virginia and Central Virginia, as regions, would likely not continue next fiscal year. A detailed scope of work for each of the project management firms for the work left to be done will be accomplished by July 1, 2004. Mr. Marzolf informed the Board that 90% of the contracts will be for six months or less. There will be some that will go through December. The wireline localities will continue to have project management assistance until completion. Mr. Marzolf advised the Board that he is looking into the Public Safety Communications Division providing some assisting in project management rather than hiring a firm.

## **7. OLD BUSINESS**

- a) Extension Request (Buchanan, Matthews, Bland, Scott, Amelia, Blacksburg, Wytheville, Brunswick, Campbell, Charlotte, Christiansburg, Cumberland, Dinwiddie, Farmville, Halifax, Mecklenburg, Montgomery, Nottoway, Pulaski, Radford, Russell, and Wise)

Mr. Marzolf informed the Board that most of these localities had extensions through July 1 of 2004, and they are asking for new extensions beyond that. Mr. Marzolf said a couple of them like Bland, Matthews, Scott and Buchanan are for wireline as well as wireless. All of the extension requests are for December 2004 with the exception of Buchanan who is asking for September of 2005, Scott County for July of 2005, and Wytheville is asking for an extension of three months – October 2004. Mr. Marzolf informed the Board that he believes these are legitimate requests.

- b) FY2003 True-up (Portsmouth)  
Portsmouth had submitted their true-up (see attached) in the amount of \$313,562. During their mid-term audit they discovered they had overstated the amount for their mapping cost. As a result the funding has decreased, and so the Board will get a net result back to the Board of about \$20,000. Mr. Marzolf informed the Board that in expectation of this, the FY2004 Fourth Quarter payment has been adjusted

- c) FY2005 Funding Adjustments (King George)  
King George has asked the Board for additional funding of a CPE upgrade. They reference \$17,000 at a 10.66% rate; however, since it is for FY2005 the minimum percent decreases to 10.34%; so the net result is instead of it being \$18,122, it is \$17,578. Mr. Marzolf is recommending approval.
- d) PSAP Mapping Funding (Franklin, Orange)  
Franklin and Orange County are requesting funding for attributes (street names, addresses ranges, etc., no electronic data). Franklin is requesting funding for \$8,000 to develop their centerline in-house instead of waiting for the VGIN group to do it. It saves the Board at least \$2,000 to do it this way. Orange County is requesting \$36,000 to do the re-projection of Orange County's data from an AD27 to an AD23, and then come back later to report the cost, and present the Board with the cost to do the other 11 localities. Mr. Marzolf is recommending approval for Orange County for the conversion of the NED 27 AD Data, and the cost to convert the other 11 localities as well.
- Mr. Woltz made a motion, seconded by Mr. Shumate, to approve the block of requests as recommended; passed 11-0-0
- e) PSAP Letters (Bath, Greenville)  
Mr. Marzolf presented the Board with two letters for information purpose from Bath County and Greenville (See attached).

## **8. NEW BUSINESS**

### **a) Virginia Beach Request**

Mr. Marzolf informed the Board that Virginia Beach has been looking at solution for wireless deployment that can be used for wireline that is different from what we have today. There is a firm that has deployed a solution in Washington, DC that bypasses the local exchange carriers by providing an independent selected routing. So, Virginia Beach is proposing that the Board hire a consultant to do an analysis to determine if this is something that will benefit Virginia Beach. The Board determined that in order to consider funding this analysis, it will need more information such as cost and scope of work. Virginia Beach will work with Steve to come up with a document to present to the Board.

## **9. ADJOURN MEETING OF THE BOARD**

Captain Furlough made a motion to adjourn the meeting, and the Board approved adjournment 11-0-0. Mr. Marzolf informed the Board and Public that the next meeting would be held July 14, 2004.

Respectfully submitted,

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Approved by Board: \_\_\_\_\_  
(date)